Office, Chief Information Officer / G-6

SAIS-GKM

0 1 NOV 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Leveraging Army Knowledge Online (AKO) Enterprise Services

1. Reference AR 25-1, 15 July 2005, subject: Army Knowledge Management and Information Technology Management.

2. This memorandum provides guidance on leveraging AKO Enterprise Services. AKO (including AKO-Secure) is the Army's Enterprise portal providing 24x7x365 universal secure access to Army knowledge systems and services worldwide. Integrating Army information systems into AKO maximizes support of Army Transformation and the Army Vision of a net-centric, knowledge-based force. Army organizations shall leverage AKO Enterprise Services to the maximum extent practicable (see enclosure for a listing of these services). This guidance applies equally to both AKO and AKO-S.

3. AR 25-1, para 3-9e, mandates that all information systems must be webified or receive a waiver from the Chief Information Officer (CIO/G-6), (see enclosure for definition of terms). Waivers are required for any information system that will not be fully integrated with the AKO Enterprise portal by 1 January 2006. MACOM CIOs and HQDA functional proponents will enter waiver requests into the Army Information Technology Registry (AITR). The Army CIO/G-6 is the waiver approval authority and tracks waiver status through the AITR. The AITR is accessible through AKO.

4. All Army information systems are required to comply with Army Regulations and Army Knowledge Management (AKM) policies. The Army Audit Agency (AAA) has been tasked to review all Army information systems for compliance or noncompliance. Those information systems not in compliance, without approved waivers, will be recommended to have FY07 funding withheld.

5. My POC for this action is MAJ Fredrick Ludden, comm: (703) 604-2042, fredrick.ludden@us.army.mil.

Encl
as

STEVEN W. BOUTELLE
Lieutenant General, GS
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Definition of Terms

1. "AKO Enterprise Services" are the services provided by AKO and AKO-S. The primary services are as follows:

    a. User Assistance – AKO provided user assistance services include user profile services, user subscription services, and online help and training.

    b. Collaboration – AKO collaboration services include community pages, instant messaging, chat, forums, and shared file spaces. Additional services are planned.

    c. Discovery – AKO discovery services support information searching and retrieval.

    d. Storage – AKO storage services allow users or organizations to centrally store and protect their information assets in a variety of formats.

    e. Application – AKO enables the launching of web-based applications native to AKO or hosted at other approved locations.

    f. Messaging – AKO messaging services include web-based e-mail that provides each user with single e-mail address for life.

    g. Information Assurance/ Security – AKO information assurance and security services include Single Sign-on, user authentication, access authorization, and activity auditing.

2. The term "information system", used synonymously with "application", means a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination or disposition of information. The application of information technology to solve a business or operational (tactical) problem creates an information system.

3. The term "Webify" encompasses both Web-enabling and Web-basing applications/systems. A Web-enabled system is a system where the user can access information via a web browser. A Web-based system has been designed from the ground up so that all functions are performed from any web browser, including program setup, diagnosis, data entry, report generation, and all management activities. The following levels of webification, in ascending order, are established for reporting purposes:

    a. Web Enabled. Application or system is accessible through a standard web browser without the need to preload any other software onto the client prior to first web access (software may be downloaded as part of the login).

    b. AKO-Linked. Application or system is web-enabled and linked through a page on AKO so that users can get to the application or system via the portal.

c. AKO Single Sign-on. Application or system is AKO-linked and utilizes the AKO Directory Services for access authorization. A user who is logged on to the AKO portal will have access to the application or system without having to go through a separate login process.

4. The term "Behind AKO" has, at times, been used interchangeably with the term "webified." However, "Behind AKO" is a more complete integration than "webification" and means that an application or system meets all of the following requirements:

   a. Application or system is web-enabled.

   b. Application or system is AKO-linked.

   c. Application or system is AKO Single Sign-on enabled.

   d. Application or system is listed in the AKO Directory of Applications.

   e. Application or system displays the AKO logo.

5. The term "Inside AKO" means that an organization's web presence is totally integrated and contained in AKO, such that the organization maintains no computers, network assets, or other automated data processing to provide their web presence to the Army. Web presence "Inside AKO" requires that the owning organization supply only two items: a connection to AKO and a community page administrator to create and manage the content.

6. The term "Hosted by AKO" means that an organization's web hardware is physically located in one or more AKO locations. AKO provides limited hosting on a cost reimbursable basis. Contact the AKO Project Office for further information.